

TITLE SEVEN - Parks and Hamilton Street Regulations

951 Park Regulations 961 Hamilton Street

ARTICLE 951 Park Regulations

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951.01 PURPOSE

The purpose of this ordinance is to provide rules and regulations for the use or conduct in the parks and recreation areas of the City. (Bill 7, 1904; 9918 [Repealed]; 11866 §1 3/16/72; 11995 §1 2/21/73; 12202 §1 8/18/76; 13062 §1 7/13/91)

951.02 APPLICABILITY

This ordinance shall apply in all parks and recreation areas under the jurisdiction of the City, unless expressly exempted. For the issuance of permits, temporary designations, authorizations, granting of approval and other actions, the approving governing agency shall be the Director of Community Development or the Director's designee.

951.03 CONSTRUCTION

No provision hereof shall make unlawful any act necessarily performed by any officer or employee of the city in line of duty or work as such, or by any person, their agent or employees, in the proper and necessary execution of the terms of any agreement with the City.

951.04 DEFINITIONS

1. **Person:** Any natural person, corporation, company, association, joint stock association, firm or co-partnership.
2. **Soliciting:** Persons selling goods or services by sample or taking orders for future delivery with or without accepting advance payment for the goods. Persons seeking any form of contributions.
3. **Stopping or Standing:** When prohibited means any cessation or movement of a vehicle occupied or not, except when necessary to avoid conflict with pedestrians or other traffic including horses and bicycles.
4. **Vehicle:** Any conveyance (except baby carriages and motorized wheel chairs) including motor vehicles, trailers of all types, campers, tricycles, bicycles, motorized or not, sleds, sleighs, snowmobiles, all terrain vehicles (ATV), pushcarts, or vehicles propelled by other than muscular power. Also any horse or horsedrawn conveyance.

5. **Vending:** Selling or trading any item or service.

951.05 STRUCTURES, PLANTS, TREES, EARTH, RUBBISH

It shall be unlawful for any person in a public park or recreation area to:

A. Except by permit, mark, deface, disfigure, injure, tamper with or displace or remove any buildings, bridges, tables, benches, fireplaces, railings, pavings or paving materials, water lines or other public utilities or parts of appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, sculptures, stakes, posts, or other boundary markers, or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.

B. Fail to cooperate in maintaining restrooms and washrooms in a neat and sanitary condition. No person over the age of six (6) years shall use the restrooms and washrooms designated for the opposite sex.

C. Except by permit, dig or remove any soil, rock, sand, stones, trees, shrubs or plants or other wood or materials, or make any excavation by tool, equipment, blasting or other means or agency.

D. Construct or erect any building or structure of whatever kind, whether permanent or temporary, or run or string any public service utility into, upon, or across such lands, except on special written permit issued hereunder.

E. Except by permit, damage, cut, carve, mark, transplant or remove any plant or injure the bark, or pick flowers or seed of any tree or plant, dig in or otherwise disturb grass areas, or in any other way injure the natural beauty or usefulness of any area.

F. Climb any tree or walk; climb, stand or sit upon monuments, sculptures, vases, planters, fountains, railings, fences or upon any other property not designated or customarily used for such purpose.

G. Except by permit, attach any rope or cable or other contrivance to any tree, fence, railing, bridge, bench, or other structure.

H. Throw, discharge, or otherwise place or cause to be placed in the waters of any fountains, pond, lake, stream or other body of water in or adjacent to any park or any tributary, stream, storm sewer, or drain flowing into such water, any substance, matter of thing, liquid or solid, which will or may result in the pollution of said waters.

I. Take into, carry through, or put into any park, any rubbish, refuse, garbage or other material. Such refuse and rubbish shall be deposited in receptacles so provided. Where receptacles are not provided, all such rubbish or waste shall be carried away from the park by the person responsible for its presence, and properly disposed of elsewhere.

J. Hunt, molest, harm, frighten, kill, trap, pursue, chase, tease, shoot or throw missiles at any creature; nor shall one remove or have in one's possession the young of any wild animal, the eggs or nest, or young wild creature.

K. Walk a dog without a leash, said leash to be no longer than six (6') feet.

L. Ride a horse except on designated bridle trails; horses shall be thoroughly broken and properly restrained, and ridden with due care, and shall not be allowed to graze or go unattended.

M. Dig for fishing bait.

N. Operate a snowmobile.

O. Operate any all-terrain vehicle (ATV).

P. Operate any motorized model aircraft or boats with the exception of model motorized boats at Canal Park.

951.06 FEEDING OF WATER FOWL PROHIBITED

No person shall feed any water fowl in the City's parks and the Municipal Golf Course. (13824 §1 4/24/00)

951.07 RELEASE OF BIRDS, ANIMALS OR FISH PROHIBITED

No person shall release domestic waterfowl or any other bird, animal or fish in the City's parks and Municipal Golf Course. (13824 §1 4/24/00)

951.08 VEHICLES

It shall be unlawful for any person in a public park or recreation area to:

- A. Drive any vehicle on any area except the paved park roads or parking areas, or such areas as may on occasion be specifically designated as temporary areas.
- B. Drive or operate any vehicle, with the exception of bicycles on Tuesday, Thursday and Saturday, beyond the access roads leading to parking areas within Trexler Park, provided that children under the supervision of an adult may ride tricycles or bicycles with training wheels.
- C. No person shall operate any vehicle on any of the roads within the parks at a rate of speed in excess of twenty (20) miles per hour or in excess of any designated lesser speed where the same is so marked. Any person driving a vehicle in the parks shall drive in a careful and prudent manner so as not to endanger the life, limb or property of any person, or cause any injury or damage to the shrubbery, trees, lawns, birds, or animal life or any property within the parks.
- D. Park a vehicle anywhere except on a designated parking area.
- E. Leave a vehicle standing or parked in established parking areas or elsewhere in the park and recreation areas during hours when the park and recreation areas are closed, except for vehicles whose owners or operators are licensed fishermen actively engaged in fishing, or as otherwise posted.
- F. Ride a bicycle without reasonable regard to the safety of others.
- G. Drive or operate within the parks any commercial vehicle, truck or tractor, or vehicle used for advertising, except for local delivery of commercial goods or products to established residences, occupied buildings, authorized public events or the stocking of fish in any waterway within the park.
- H. Use the parks, park drives, parking places, or parkways for the purpose of demonstrating any vehicles, or for the purpose of instructing another to drive or operate any vehicle, except by City permit; nor shall any person use any park area, including parking places, for the repairing or cleaning of any vehicle, except in an emergency.

951.09 FIREARMS, WEAPONS, TOOLS

It shall be unlawful for any person to bring into or have in his possession in any park or recreation area:

- A. Any pistol or revolver or objects upon which loaded or blank cartridges may be used. Official starters, at authorized track and field events, are exempted from this restriction.
- B. Any burglar tools.
- C. Any rifle, shotgun, BB gun, air gun, spring gun, slingshot, bow, or other weapon in which the propelling force is gunpowder, a spring or air.

951.10 EXPLOSIVES AND FIREWORKS

It shall be unlawful for any person to:

Have in his possession or set off any fireworks. Permits may be given for conducting properly supervised fireworks in designated park areas.

951.11 ADVERTISING, ASSEMBLAGES, ENTERTAINMENT

- A. No person shall post, paint, affix, distribute, deliver, place, cast or leave about, any bill, billboard, placard, ticket, handbill, circular, or advertisement except by permit.
- B. No person shall do any of the following without a permit, provided that no permit shall be required for any action or event sponsored by the City.
 - 1. Display any advertising signs or other advertising matter, provided that a sign attached to a vehicle to identify the vehicle, or a sign lawfully on a taxi or bus, is not prohibited.
 - 2. Operate for advertising purposes any musical instrument, soundtrack or drum.
 - 3. Hold public assemblages.
 - 4. Conduct exhibitions.
 - 5. Hold a parade.

6. Drink or possess alcoholic beverages. Permits may be granted only for specific designated areas of certain parks.

951.12 SALE OF MERCHANDISE PROHIBITED

No person shall expose or offer for sale any article in any park or recreation area, without a permit and a license as a vendor, as provided in Article 319 of the Codified Ordinances of the City of Allentown.

951.13 FIRES; IGNITABLE AND COMBUSTIBLE MATERIALS

No person shall kindle, build, maintain or use a fire except in fireplaces or grills brought to the park for this purpose. Any fire shall be continuously under the care and direction of a competent person the time it is kindled until it is extinguished. No person shall throw away or discard any lighted match, embers, cigar, cigarette, tobacco, paper or other material within or against any building or vehicle, or under any tree or in underbrush. Embers must be disposed of properly.

951.14 ALCOHOLIC BEVERAGES, CONTROLLED DANGEROUS SUBSTANCES, SOLICITATION AND GAMBLING

While in a public park or recreation area, all persons shall conduct themselves in a proper and orderly manner, and in particular, no person shall:

A. Bring alcoholic beverages, drink or use the same at any time without a permit nor shall any person be under the influence of intoxicating liquor or a controlled dangerous substance in a park or recreation area.

B. Solicit contributions for any purpose, whether public or private except by permit.

C. Play any game of chance or have possession of any instrument or device for gambling except by permit.

D. Play, engage or take part in any game or competitive sport for money, or other valuable thing, without a written permit.

951.15 MISCELLANEOUS CONDUCT

It shall be unlawful for any person in a park or recreation area to:

A. Camp or stay overnight anywhere in a tent or recreational vehicle.

B. Enter an area posted as "closed to the public."

C. Engage in threatening, abusive, insulting or indecent language or engage in any disorderly conduct or behavior tending to breach the public peace.

D. Fail to produce and exhibit any permit one claims to have, upon request of any authorized person who shall desire to inspect the same for the purpose of enforcing compliance with any ordinance or rule.

E. Disturb or interfere unreasonably with any person or party occupying any area or participating in any activity under the authority of a permit.

F. Erect or occupy any tent, stand or other structure in any park or playground, or sell or give away from any such tent, stand or other structure any food, drink or other things, without a permit.

G. Hit golf balls except in the Golf Course.

951.16 CLOSING HOURS

No person shall be in any park during the hours the park is closed. The parks are closed from sundown to sunrise except where permitted activities are taking place. Closing hours will be posted at all parks.

951.17 PASSIVE PARKS

Trexler Park, Allen Park, West Park and the Tenth Street Cemetery Park are designated as passive parks. It shall be unlawful for any person within these parks to:

A. Build fires.

B. Hunt or fish.

C. Ride a horse.

D. Sunbathe.

E. Swim.

- F. Picnic.
- G. Roller-skate or skateboard.
- H. Play any active games.
- I. Drink or possess alcoholic beverages.
- J. Ride a bike except where allowed.
- K. Operate recreational vehicles or ATV's.

951.18 PERMITS

A. Permits for special events in parks and recreation areas including, but not limited to picnics, egg hunts, ice cream festivals, fishing contests or sports, or for the sale of items, or for the use or possession of alcoholic beverages, shall be obtained by application to the Director of Community Development or the Director's designee in accordance with the following procedure:

1. A person seeking issuance of a permit hereunder shall file an application stating:

- a. The name and address of the applicant.
- b. The name and address of the person, persons, corporation or association sponsoring the activity, if any.
- c. The day and hours for which the permit is desired.
- d. The park or portion thereof for which the permit is desired.
- e. Any other information reasonably necessary to a determination as to whether a permit should be issued hereunder.
- f. Variances required from park rules and regulations.

2. Standards for issuance of a use permit shall include the following findings:

- a. That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public's enjoyment of the park.
- b. That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.
- c. That the proposed activity or uses that are reasonably anticipated will not include violence, crime or disorderly conduct.
- d. That the proposed activity will not entail extraordinary or burdensome expense or police operation by the City.
- e. That the facilities desired have not been reserved for other use on the date and hour requested in the application.

3. The fee for such permits shall be established and published in accordance with the provisions as set forth for rules and regulations in Section 121.05 of the Administrative Code.

B. Appeal

Within ten (10) days, or one month prior to the event, whichever is later, after the receipt of an application, the Director of Community Development shall tell an applicant in writing of the decision to grant or deny a permit; in the event of a denial the notification shall include the reason for the denial. Any aggrieved person shall have the right to appeal to City Council by serving written notice thereof on the City Clerk within five (5) working days of said refusal.

A copy of said notice shall also be served on the Director of Community Development within the same time who shall immediately forward the application and the reasons for its refusal to City Council. City Council shall decide within ten (10) days from the receipt of the appeal by the City Clerk, or at its first meeting after the appeal, whichever is later. The decision of City Council shall be final.

C. A permittee shall be bound by all park rules and regulations and all applicable ordinances fully as though the same were inserted in said permits.

D. An applicant for any permit may be required to submit evidence of liability insurance covering injuries to members of the general public arising out of such permitted activities in such amounts as may be from time to time determined prior to the commencement of any activity or issuance of any permit.

E. Revocation

City Council shall have the authority to revoke a permit upon a finding of violation of any rule or ordinance or upon good cause shown.

F. This section shall not prohibit the Mayor from entering into short term lease agreements for Mayfair, which contain terms different than and varying from the provisions of this section, which shall be for the defined period of five (5) days during each and shall expire on June 1, 2008. (14278 §1 4/6/05; 14346 §1 12/13/05)

951.19 RESERVATIONS

Any person may reserve any park, shelter, playground area or sports playing field for a specific time and date, in accordance with the terms of this section.

A. Each person shall pay a scheduling reservation fee to be established and published in accordance with the provisions as set forth for rules and regulations in Section 121.05 of the Administrative Code.

B. Nothing in this section shall prohibit any organized or informal group from occasionally using park facilities without a reservation. Such use shall not interfere with the use of facilities by a person having a reservation.

951.20 AUTHORITY TO CLOSE

The Director of Community Development may close the public parks or parkways within the city on days when weather conditions make the use of the area unsafe or result in injury to the same or when the public use would interfere with work being done in the park or in the interest of public safety.

951.21 ENFORCEMENT

A. Enforcement: The Mayor is hereby authorized to designate certain supervisory employees of the City to enforce the provisions of this ordinance. These special appointees shall have the power to issue citations and, when appropriate, to institute summary proceedings for violations of the aforesaid ordinance. These employees shall not, however, have the power of arrest.

B. The Police Department and Park and Recreation Bureau employees shall have the authority to order any person or persons acting in violation of this ordinance to leave the park or recreation area.

951.98 SEVERABILITY

If any provision, paragraph, word, section or subsection of this ordinance is invalidated by any court of competent jurisdiction, remaining provisions, paragraphs, words, sections, or subsections shall not be affected and shall remain in full force and effect. (12202 §1 8/18/76)

951.99 PENALTY

Any person violating the provisions of this Article shall be fined not more than Six Hundred (\$600.00) Dollars or imprisoned not more than ninety (90) days or both. (11995 §1 2/21/73)

ARTICLE 961 HAMILTON STREET

- 961.01 Short Title
- 961.02 Definition and Boundary of the Hamilton Street
- 961.03 Authority
- 961.04 Activities
- 961.05 Alcoholic Beverages
- 961.06 Bicycles
- 961.07 Conduct
- 961.08 Furniture
- 961.09 Littering

- 961.10 Store Fronts
- 961.11 Street Structure Protection
- 961.12 Parking
- 961.13 Posting
- 961.14 Prohibited Uses
- 961.15 Roller Skates and Skateboards
- 961.16 Solicitation
- 961.17 Sound Amplification or Musical Instruments
- 961.18 Storage
- 961.19 Street and Sidewalk Vendors
- 961.20 Traffic
- 961.21 Trucks
- 961.22 Vacant Property
- 961.23 Vandalism
- 961.24 Vending Machines
- 961.25 Visual Demonstrations
- 961.26 Exceptions to Rules and Regulations
- 961.27 Existing Ordinances
- 961.99 Penalty (14191 §1 6/4/04)

[Historical Note: 13377 (12/28/95) provides for Council approval of infrastructure changes on Hamilton Mall.]

961.01 SHORT TITLE

This Article shall be known and may be cited as the "Hamilton Street Ordinance" of the City of Allentown. (12099 §1 11/6/74)

961.02 DEFINITION AND BOUNDARY OF THE HAMILTON STREET

Hamilton Street shall be defined and apply to all properties abutting the area commonly known as "Center Square" and those properties having frontage upon the north and south sides of Hamilton Street between the western property line of North and South Fourth Street and the eastern property line of North and South Twelfth Street. (12099 §1 11/6/74; 14191 §1 6/4/04)

City shall mean the City of Allentown, Department of Community and Economic Development.

Hamilton Street Merchant shall mean any person engaged in a business from a building on Hamilton Street from Fourth Street to Twelfth Street.

Vendor shall mean any person engaged in the selling, or offering for sale, of food, beverages, flowers, services or merchandise on the public streets or sidewalks from a stand. The Hamilton Street Review Committee shall select appropriate vendors. (14191 §1 6/4/04)

961.03 AUTHORITY

All persons using the Hamilton Street shall be subject to and comply with all rules and regulations established by the Mayor in addition to those herein set forth. (12099 §1 11/6/74)

961.04 ACTIVITIES

A. The Director of Community and Economic Development, or the Director's designee, as authorized by the Mayor, shall review, schedule and grant final approval to all activities on Hamilton Street. (12099 §1 11/6/74; 14191 §1 6/4/04)

B. The activities which can be conducted upon Hamilton Street are those which would not interfere with the health, safety and/or welfare of the community, and which would not be aesthetically or physically detrimental to Hamilton Street, and which would promote education, community spirit, bring interest to the districts of the City surrounding Hamilton Street or stimulate any other worthwhile community enterprise. (12099 §1 11/6/74; 14191 §1 6/4/04)

C. All users involved with activities on Hamilton Street shall be responsible for the cleaning and repairing of Hamilton Street/sidewalk to assure that Hamilton Street/sidewalk will be returned to its prior condition previous to its use. Failure to comply with this provision shall result in the City taking such action as is necessary to clean and repair Hamilton Street/sidewalk and restore it to its prior condition. In such case, the City shall bill the user for its costs of such repairing or cleaning. This shall not preclude the City from performing normal routine cleaning and maintenance activities. (12099 §1 11/6/74; 14191 §1 6/4/04)

D. The City is not responsible for damages, accidents or incidents which occur with activities on Hamilton Street. (12099 §1 11/6/74; 14191 §1 6/4/04)

E. Anyone wishing permission to hold an activity on Hamilton Street shall apply to the Community and Economic Development Department in person and complete the required Hamilton Street Registration Form. (12335 §1 2/7/79; 14191 §1 6/4/04)

F. Hold Harmless Agreement. To the extent permitted by law, the applicant assumes entire responsibility and liability for losses, expenses, demands and claims in connection with or arising from any injury, or alleged injury (including death) to any person, or damage, or alleged damage to property sustained or alleged to have been sustained in connection with or to have arisen from or resulting from the performance of operations by the applicant and including losses, expenses, or damages sustained by the City of Allentown, its agents, representatives, and employees from any and all such losses, expenses, damages, demands and claims and agrees to defend any suit or action brought against them, or any of them, based on any such alleged injury or damage, and to pay all damages, costs, and expenses in connection with or resulting therefrom. (12335 §1 2/7/79)

G. A Health Bureau license shall be required of all applicants with food and/or drink included as part of the approved activity. It is the intent of this Section that the above mentioned Health Bureau license be required of all participating groups, churches, clubs, etc. included in an activity which may or may not be the sponsoring organization which obtains the Hamilton Street Registration Form. (12335 §1 2/7/79; 14191 §1 6/4/04)

H. Activities or events requiring City services shall require a Special Event Permit issued by the Police Department. (14272 §1 3/305)

961.05 ALCOHOLIC BEVERAGES

No alcoholic beverages may be consumed or sold on the Hamilton Street except by permission. (12335 §2 2/7/79)

961.06 BICYCLES

A. Bicycles may be ridden in the street, and shall not be ridden on the sidewalk at any time, but may be walked on the sidewalk area.

B. Bicycles shall be parked in the bicycle racks when racks are provided. (12099 §1 11/6/74)

C. Bicycles operated by on-duty Police Officers and Allentown Parking Authority personnel are exempt from any prohibiting provisions of this article. (13060 §1 6/5/91; 14191 §1 6/4/04)

961.07 CONDUCT

Intoxication, indecent language and/or disorderly conduct are prohibited. (12099 §1 11/6/74)

961.08 FURNITURE

A. No permanent installation of any type, other than street furniture installed by the City, shall be permitted on Hamilton Street. All tables, chairs or other furniture shall be removed within one (1) hour of the closing of the store hours unless granted permission. (14191 §1 6/4/04)

B. Tables, chairs or other furniture shall not be placed on Hamilton Street prior to 9:00 a.m. to allow for cleaning unless permission is granted therefore. (14191 §1 6/4/04)

C. Tables or other furniture shall be manned at all times (i.e. no unmanned tables for distribution of literature). (12099 §1 11/6/74)

961.09 LITTERING

A. No person shall place or deposit any refuse, rubbish or litter except in receptacles provided for that purpose. It is prohibited to sweep or dump refuse or litter onto Hamilton Street. (12099 §1 11/6/74; 14191 §1 6/4/04)

B. Recessed store entrances, foyers or other areas within the building lines shall at all times remain the responsibility of the tenants or owners who shall maintain them.

961.10 STORE FRONTS

Display windows or storefronts constructed of plate glass shall be kept (maintained) clean and free of cracks. No storage shall be permitted in the show window area unless shielded from the public view. (14191 §1 6/4/04)

961.11 STREET STRUCTURE PROTECTION

A. No physical changes to the Hamilton Street infrastructure including, but not limited to light fixtures, benches, kiosks, planters and trees shall be made unless reviewed by a Community and Economic Development Committee at a meeting called solely for the purpose of reviewing said changes and then authorized by City Council, by resolution, at a public meeting. For the purpose of this section, temporary work and general maintenance shall not need Council authorization. (12099 §1 11/6/74; 13377 §1 12/28/95; 14191 §1 6/4/04)

B. Any exterior repair, rehabilitation, preventative maintenance and/or renovations that will take place on any building fronting or directly on Hamilton Street shall be reviewed by the Director of Community and Economic Development to assure adequate protection to Hamilton Street. (13377 §1 12/28/95; 14191 §1 6/4/04)

C. All security devices designed to limit or block access to the front face of the buildings or structures used for commercial purposes shall allow for substantial visibility of the front face at all times. Substantial visibility shall mean at least seventy-five (75%) percent of the storefront shall be visible. Solid shutters shall not be permitted. (14191 §1 6/4/04)

D. Adequate Insurance Coverage shall be required and is subject to review by the Community and Economic Development Director. (12335 §3 2/7/79; 14191 §1 6/4/04)

961.12 PARKING

No parking on Hamilton Street shall be permitted between the hours of 2:00 AM and 6:00 AM (12099 §1 11/6/74; 12789 §1 8/5/87; 13208 §1 8/4/93; 13705 §1 11/5/98; 14191 §1 6/4/04)

961.13 POSTING

No person shall post bills, advertisements, signs, etc. except by permission. (12099 §1 11/6/74)

961.14 PROHIBITED USES

No person shall engage in any of the following activities upon Hamilton Street unless such activity has been specifically authorized by the Department of Community and Economic Development or as outlined in Section 961.19, Street and Sidewalk Vendors. (14191 §1 6/4/04)

A. Distribution of commercial handbills unless part of a special event or activity. (12335 §4 2/7/79)

B. No person shall use Hamilton Street as a stand from which to sell or expose for sale, goods or other things without permission. The City may impose such fees, insurances and other requirements as it deems reasonable and necessary to protect the public health, safety, and general welfare. (14191 §1 6/4/04)

C. Any other commercial activity not specifically authorized. (12099 §1 11/6/74)

961.15 ROLLER SKATES AND SKATE BOARDS

No person shall roller skate, in-line skate, ride on a skate board or operate a non-licensed motorized or non-motorized scooter on the sidewalks or Hamilton Street. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.16 SOLICITATION

No person shall solicit funds or seek contributions for any purpose whatsoever upon Hamilton Street. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.17 SOUND AMPLIFICATION OR MUSICAL INSTRUMENTS

No person shall use any sound amplification other than those of a personal nature or engage in the playing of musical instruments upon Hamilton Street unless such use has been specifically authorized. Such amplification may not exceed the limits allowed in the City's Noise Ordinance. The term "sound amplification equipment" includes radios, tape recorders, phonographs and similar electronic devices. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.18 STORAGE

No person shall store items, material, stock, etc. anywhere in Hamilton Street sidewalks, lay-bys, etc., except with approval. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.19 STREET AND SIDEWALK VENDORS

Certification Required. It shall be unlawful to sell, or offer for sale any food, beverage, service or merchandise on Hamilton Street from any wagon, truck, auto, pushcart, stand or vehicle without first obtaining a certificate as herein provided.

Administration. The City administers the certification and citing of all vendors on Hamilton Street.

On or before January 1st of each year, the City will establish the number and location of not more than eight (8) sites available on public property for the ensuing calendar year.

Annual certificates may be granted by the City to vendors. Seasonal certificates may be granted by the City to the same categories of vendors if there are sites available.

The City may adopt and establish written rules and regulations required to implement the provisions of this Ordinance.

Application for Annual or Seasonal Certificates. Every person desiring certification as a vendor pursuant to this section shall file an application with the City therein stating or submitting the following:

A. The name and mailing address of the applicant and the name and mailing address of a person through whom the applicant may be reached.

B. A statement as to the dimension, construction and appearance of applicant's stand or cart, and a photograph, blueprint, or drawing of such.

C. A description of the foods and/or drinks and/or goods the applicant proposes to sell, along with a sample of the merchandise.

D. A non-refundable fee of Fifty (\$50) Dollars will be required from all applicants. All approved vendors will be required to pay an additional Fifty (\$50) Dollars prior to receiving their certificates.

E. Street and sidewalk vendors will be required to obtain a Business License prior to opening and will be required to pay Occupational Privilege Tax for all employees. Those selling food will be required to obtain a Health License.

Vendors Utilizing City Sidewalks. Hamilton Street merchants may transact business on the public right-of-way in an area in front of their business not more than three times a year as designated by the Director of Community and Economic Development or the Director's designee.

All approved vendors utilizing City sidewalks for vending shall establish themselves, their displays and the product they are holding out for sale as close as is reasonably possible to the curb line. At no time shall a vendor interfere with or obstruct the free passage of pedestrians upon a sidewalk. Five (5') feet of clearance must be maintained at all times for pedestrian right-of-way.

Issuance of Annual and Seasonal Certificates. Selection of vendors for the available sites shall require written application consistent with the provisions of this section and regulations established and documented by the City.

The date for the selection procedures shall be advertised in a local newspaper or newspapers of general circulation.

If the number of applications meeting the requirements of this Ordinance and City regulations exceeds the number of available sites, the appropriate number of vendors shall be chosen by the Hamilton Street Review Committee appointed by the Director of Community and Economic Development.

A certificate shall be issued to each applicant chosen for a specific site upon proof that applicant maintains public liability insurance for personal injury and property damage. Proof shall be in the form of a certificate from an insurance company authorized to do business in this state, with the provision that such insurance shall be noncancelable except after thirty (30) days notice. Such public liability insurance shall provide coverage of at least One Million (\$1,000,000) Dollars per occurrence for bodily injury and property damage.

Non-Endorsement of Commercial Articles. On each commercial certificate the following words shall appear: "The issuance of this certificate does not constitute an endorsement by the City of Allentown of any article sold pursuant to the terms of this certificate".

Transfer and Display of Certificate. No certificate issued under the provisions of this section shall be used or worn at any time by any person other than the one to whom it was issued or that person's employee. A certificate holder or his employee shall display the certificate at all times while that person is vending. Failure to do so shall be considered cause for revocation of such certificate. Such revocation shall not entitle the former certificate holder to any rebate on fees paid.

Certificate Period. Annual vendor certificates shall be valid for a period of one (1) calendar year.

Employees. A certificate holder may utilize the services of two (2) employees. Any applicant for a vendor's license who anticipates the use of an employee shall list upon such application such proposed employee's names and addresses. Upon issuance, an employee may vend only as an employee of the applicant. No more than two (2) persons may work at a single location simultaneously. A licensed vendor and his/her employees shall not simultaneously vend at different locations.

Fees. On or before January 1st of each year, the fees for vending certificates are to be established in accordance with the requirements of the Charter and submitted to City Council for approval.

Special Festivals, Exhibits, Markets. The City may contract with persons or organizations to use portions of Hamilton Street for festivals, exhibits, markets or the like upon arrangements and the payment of fees deemed suitable by the City. Such special events may require the temporary relocation of vending sites. Distribution of commercial handbills is permissible as part of a special event or activity.

Certificate Suspension or Revocation. The City may suspend or revoke a certificate without providing any rebate of fees to the certificate holder if the certificate holder:

- Has exposed inventory stock at or near the stand or cart;
- Has a display stand or cart which differs from that submitted in the photograph to the City;
- Has a display stand or cart whose dimensions substantially differ from those approved by the City;
- Fails to keep the area surrounding the stand or cart clear of trash, debris, snow or ice for a distance four (4') feet;
- Uses a motor vehicle in the district for the purpose of selling merchandise;
- Keeps animals of any kind near the stand or cart;
- Uses parking meters, utility poles, trees, or property other than the vendors own stand or cart to advertise in any manner;
- Fails to remove the stand or cart at the end of every business day;
- Attempts to obtain the economic benefits from more than one location on Hamilton Street;
- Fails to operate from the site specified by the City;
- Fails to display the certificate issued at all times while vending;
- Or in any other manner violates any provision of this section or violates any of the terms and conditions of the certificate issued;

Prior to suspending or revoking a certificate, the City shall notify the certificate holder of the time, place and nature of the hearing; shall specify the legal authority and jurisdiction under which the hearing is to be held; shall reference the particular section of the Ordinance or regulations involved; shall set forth a short and plain statement of the matters at issue, and shall provide the certificate holder with an opportunity to respond to any charges and present evidence and argument on all issues involved.

Vending by Charitable Organizations. Nothing in this Ordinance shall be interpreted to prohibit the issuance administratively (Director of Community and Economic Development and Mayor) of twenty-four (24) hour vending permits to representatives of chartered, non-profit organizations, groups, or associations for declared special events on Hamilton Street. (14191 §1 6/4/04)

961.20 TRAFFIC

The Mayor, or the Mayor's designee, shall have the authority to discontinue traffic on the Street to accommodate special activities, events or other purposes. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.21 TRUCKS

This section only applies to Hamilton Street between Sixth Street and Tenth Street. (14191 §1 6/4/04)

A. No trucks, vans or tractor trailers, actually in use for commercial activities, except Street maintenance vehicles, except those mentioned in subsection (b), are allowed on the Hamilton Street at any time except by permission of the Police Department. This prohibition shall not apply northbound and southbound vehicles crossing the Hamilton Street at its point of intersection with any north-south streets. (12335 §5 2/7/79)

B. Trucks, including any type of motorized vehicle used for delivery or moving, are not allowed on Hamilton Street between the hours of 9:00 AM and 7:00 PM, unless this activity has been specifically authorized. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.22 VACANT PROPERTY

A. Owners of vacant property must adhere to 961.21 in addition to any related City Ordinances. (12335 §6 2/7/79)

B. Owners of vacant property are encouraged to decorate windows in an attractive manner or make them available for display purposes to the City, for promotion of Hamilton Street for nonprofit organizations and activities, or for manufacturing displays. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.23 VANDALISM

Cutting, mutilating, removing or the taking away of trees, shrubs and flowers or the removal, defacing or damaging of property is prohibited. (12099 §1 11/6/74)

961.24 VENDING MACHINES

No vending machines or coin-operated amusement devices shall be placed upon the sidewalk without special permission. In the event permission is granted, a fee of Fifty (\$50) Dollars will be imposed prior to placement. For the purposes of this section, vending machines do not include newspaper boxes. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.25 VISUAL DEMONSTRATIONS

Persons displaying movies, slide shows or any other visual demonstration, except for designated areas or by special permission, shall have all equipment off the sidewalk, and within the building lines. (12099 §1 11/6/74)

961.26 EXCEPTIONS TO RULES AND REGULATIONS

"By permission", "as authorized" or "approved by" allows the Mayor or the Mayor's designee to make exceptions to the restrictions of some of the rules and regulations when appropriate. In all cases, the exceptions shall be controlled by a permit procedure established by the Department of Community and Economic Development. (12099 §1 11/6/74; 14191 §1 6/4/04)

961.27 EXISTING ORDINANCES

All applicable City Ordinances now in effect shall apply to Hamilton Street unless any such Ordinance is superseded by one of the aforementioned rules and regulations. (12099 §1 11/6/74)

961.99 PENALTY

Any person violating any provision of this Article shall be fined Three Hundred (\$300.00) Dollars but not more than One Thousand (\$1,000) Dollars, or imprisoned not more than ninety (90) days or both. (12099 §1 11/6/74; 14191 §1 6/4/04)